



South Carolina Department of Health
and Environmental Control

Division of Procurement Services
Request for Proposal
Amendment -- 1

Solicitation No.: RFP-33433-4/22/08-EMW

Date Issued: 4/9/08

Procurement Officer: E. Madison Winslow

E. Madison Winslow

Phone No.: 803-898-3487

E-mail Address: winsloem@dhec.sc.gov

DESCRIPTION: Contract to provide services to perform drinking water analyses for South Carolina's public drinking water systems for Lead and Copper for the South Carolina Department of Health and Environmental Control, EQC Region 3 (Catawba and Palmetto)

The Term "Offer" Means Your "Bid" or "Proposal"

SUBMIT OFFER BY (Opening Date/Time): April 22, 2008/2:30 pm ET

See provision entitled "Deadline for Submission of Offer"

NUMBER OF COPIES TO BE SUBMITTED: **One (1) original and six (6) copies so marked**

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:	PHYSICAL ADDRESS:
SC DHEC Division of Procurement Services Bureau of Business Management 2600 Bull Street Columbia, S.C. 29201	SC DHEC Division of Procurement Services Bureau of Business Management 2600 Bull Street, Room 1200 – Aycock Bldg. Columbia, S. C. 29201

Offers Must Be Sealed: See provision entitled "Submitting Your Offer"

AWARD & AMENDMENTS	Award will be posted on or after May 6, 2008 . The award, this solicitation, and any amendments will be posted at the following web address: http://www.scdhec.net/procurement
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You must submit a signed copy of this form with your offer. By submitting a bid or proposal, you agree to be bound by the terms of the solicitation. You agree to hold your offer open for a minimum of sixty (60) calendar days after the opening date.

NAME OF OFFEROR (Full legal name of business submitting the offer)		OFFEROR'S TYPE OF ENTITY: (Check one) <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (tax-exempt) <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Government entity (federal, state, or local) <input type="checkbox"/> Other (See provision entitled "Signing Your Offer")
AUTHORIZED SIGNATURE (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)		
TITLE (Business title of person signing above)		
PRINTED NAME (Printed name of person signing above)	DATE	

Instructions regarding offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, *i.e.*, a separate corporation, partnership, sole proprietorship, etc.

OFFEROR'S HOME OFFICE ADDRESS (Address for the offeror's principal place of business)		
CITY	STATE	ZIP CODE
PHONE	FACSIMILE	E-MAIL
STATE OF INCORPORATION (If offeror is a corporation, identify the state of Incorporation)		
TAXPAYER IDENTIFICATION NO. (See provision entitled Taxpayer Identification Number)		

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Acknowledge receipt of this amendment prior to date and time specified in the solicitation, or as amended, by one of the following methods: (A) by signed and returning one copy of this amendment with your bid; (B) by acknowledging receipt of this amendment on each copy of the offer submitted; or (C) by separate letter or telegram which includes a reference to the solicitation and amendment number(s). Failure of your acknowledgement to be received at the issuing office prior to date and time specified may result in rejection of your offer. If, by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or telegram, provided such letter or telegram makes reference to the solicitation and this amendment and is received prior to date and time specified.

The solicitation is amended as follows:

Change in Specifications

The first sentence in Part III. Section A. Number 6 (Delivery of Bottles and chain of Custody) is to be deleted.

Questions and Answers

1. From Part III. Section A. Number 6 (Delivery of Bottles and chain of Custody (Page 11), number 10: It is stated that the reporting format should be submitted using the XML format. Can you provide a template electronically or a program for this project?

A format was provided as Appendix 2.

2. Do you have an approximate number of samples expected during this round of sampling for Region 3?

Here is the approximate number of samples for Region 3:

July-December 2008; 2009; 2010	120
January-June 2009; 2010; 2011	120
June-September 2008	715
June-September 2009	765
June-September 2010	710

3. Please clarify the process of gaining this proposal. Is this the opening proposal? What happens after submitting this proposal?

The offerors submit their proposals, the proposals are reviewed, and the contract is awarded based on the criteria established in the RFP.

4. Will the reporting/invoicing process change during the new contract period?

There will be no changes for reporting and invoicing.

5. Is it necessary to write all results/invoices to a disk and send it to SCDHEC, or can a file be sent via e-mail (or regular mail in the case of invoices)?

Sending the appropriate information via e-mail or regular mail is acceptable.

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6. Do the T-codes for each site's system number need to be included on the invoice?

No.

7. Will it be necessary to scan and send all CoC forms and complete 1920 forms?

The individual CoC forms do not need to be sent.

8. Is there a section in the final proposal for the previously submitted questions (the ones being asked now) and the response to these questions?

This amendment contains all submitted questions and answers, and is considered part of the solicitation.

9. From Part IV, there is a request to "submit all other information and documents requested in this part and in Part II.B.". Please provide clarification as to what in Part II.B needs to be added to the final proposal.

Part II. B addresses sending descriptive literature.

10. We do not have contractor's liability insurance because it is not appropriate for the type of work we do. We also do not have Products/Completed Operations liability insurance either because we do not produce a product. We do have a \$1,000,000 professional liability insurance which is appropriate for our business. This covers errors or omissions made while performing analysis which is applicable to the work to be performed. The Professional Liability Insurance is the insurance coverage we have always had since we began the public water monitoring for lead and copper [for DHEC] in 1994. Is there any problem with the insurance coverage [we carry]?

If a bidder cannot verify coverage as specifically set forth in the Contractor's Liability Insurance clause, the response should state the type and amount of coverage for the proposed work. If a bidder demonstrates adequate coverage that will protect the bidder, and the State, from any and all claims which may arise out of or result from the contractor's operations and work under the contract, the conditions of the clause will be deemed met even if a bidder does not have a type of coverage specifically set forth in the Contractor's Liability Insurance clause.